

DATA ITEM DESCRIPTION	
1. TITLE Contractor Depot Logistics Support (CDLS) Maintenance & Contract Cost Report	2. IDENTIFICATION NUMBER DID-L014
3. DESCRIPTION/PURPOSE 3.1. The Contractor Depot Logistics Support (CDLS) Maintenance & Contract Cost Report is used to collect maintenance & cost data from the logistics support contractor. 3.2 The maintenance date is used for updating & tracing maintenance actions, parts usage, selected failure analysis & resolution (trend analysis), and inventory stock age levels. Cost data used to evaluate contract performance, identify magnitude & impact of actual or potential problem areas causing significant cost & schedule variances & provide timely program status information.	4. APPROVAL DATE April 30, 2012
	5. RESPONSIBLE OFFICE AML-4000
	6. REFERENCE
7. APPLICATION/INTERRELATIONSHIP 7.1 This Data Item Description (DID) contains the format and content preparation instructions for the data products generated by the specific task requirements included in the contract. 7.2 This DID is applicable when a contractor is required to perform logistic support maintenance/supply support.	
10. PREPARATION INSTRUCTIONS 10.1 <u>Format & Content:</u> The CDLS Maintenance & Contract Cost Report shall consist of a hard copy of the Letter of Transmittal; and the CDLS Maintenance & Contract Cost Reports in electronic format (see Appendix A). Due to the size of the CDLS Maintenance & Contract Cost Report sections, reports shall be in electronic format & shall be transmitted via a zipped transmittal email. The report shall be delivered to the FAA Contracting Officer, and shall be dispersed to the appropriate FAA offices as requested by the Contracting Officer. <u>“ALL REPORTS SHALL BE ACCURATE & COMPLETE, WITH ALL DATA FIELDS FILLED IN”. “ALL REPORTS SHALL BE CUMULATIVE, EXCEPT SECTION V, MONTHLY COST REPORT BY CLIN NUMBER”</u> 10.1.1 <u>Letter of Transmittal (Hard Copy).</u> The hard copy of the Letter of transmittal shall consist of a signed original, to be sent to the Contracting Officer (CO). Electronic copies of the LTO shall be sent to each of the Contracting Officer Technical Representatives (COTR), and the CDLS oversight management. 10.1.2 <u>Section I: Monthly CDLS Expenditure Report.</u> The CDLS Monthly Expenditure Spreadsheet shall show the total monthly expenditure, by CLIN and system supported under that CLIN. This shall be a cumulative report. The CDLS Monthly Expenditure Spreadsheet shall have the following columns: <ol style="list-style-type: none"> <u>CDLS CLIN & Systems.</u> Show the CDLS Systems supported under the CLIN. <u>CLIN Totals.</u> Show the total dollar amount assigned to each System assigned to each CLIN. <u>Month & Year Columns.</u> The report shall show monthly columns showing the month and year, i.e. Jul-07, Aug-07, Sep-07, etc. and the dollar amount expended against each CLIN by System, assigned to each CLIN, each month. <u>Expended.</u> Show the total dollar amount expended against each CLIN by System to each CLIN, for the year to date. <u>Balance.</u> Show the remaining dollar balance's available to the CLIN by System assigned to each CLIN, for the year to date. <p>(See “CDLS Expenditure Report” in Appendix A)</p>	